

MINUTES
FINANCE AND POLICY COMMITTEE MEETING
NOVEMBER 1, 2021, 6PM
CITY HALL - COUNCIL CHAMBERS 5 E. BUTLER ROAD
5th committee meeting

Committee Members: Michael Reynolds (Chair), Carol King, Diane Kuzniar

Others present: Finance Director Holly Abercrombie, HR Director Mark Putnam, and City Administrator Brandon Madden

1. Call to Order- Chairman Reynolds
2. Public Comment- None
3. Reading and Approval of Minutes
 - a. Finance Committee Meeting: October 4, 2021

Motion: Councilwoman King made a motion to approve the minutes with Councilwoman Kuzniar seconding.

Vote: The vote was unanimous (3-0).

4. Reports or Communications from City Officers
 - a. City Administrator Brandon Madden
 - i. Budget Review

Mr. Madden reported the Administration budget is where it should be for this time of the year.

- b. Finance Director Holly Abercrombie
 - i. Budget Review

Ms. Abercrombie said the budgets are tracking as they should. Revenues are in line with where they should be.

- ii. Budget Calendar- The calendar was given out for information.

- c. HR Director Mark Putnam

Mr. Putnam reported \$345 was raised for the Susan Komen foundation.

There will be a hygiene/cleaning supplies drive this year instead of a food drive.

Mr. Madden's yearly evaluation is coming due. Mr. Putnam has put an evaluation form in Council's boxes.

5. Unfinished Business- There is no unfinished business.

6. New Business

a. Acceptance of donation for Veteran's bench

Motion: Councilwoman King made a motion to send this item to Council with Councilwoman Kuzniar seconding.

Vote: The vote was unanimous (3-0).

b. Medical Benefits Renewal- This item requires more information and will be brought back to committee next month. We will come in under budget with our health insurance this year.

Councilwoman King thanked Mr. Putnam for trying something new on insurance. She is very pleased with how the program is progressing and is glad it is working so well.

7. Public Comment- None

8. Committee Concerns

Councilwoman King said she doesn't think there will be anything concerning with the renewal process, but if there is a need to have a special called meeting, that will be appreciated.

9. Adjournment- Chairman Reynolds adjourned the meeting at 7:45 p.m.

Respectfully Submitted,
Cindy Miller
Municipal Clerk